

**COUNTY OF MONTGOMERY**  
**PO BOX 643**  
**TROY, NC 27371**  
**Telephone 910-572-3304**

General Contractors (Additions or New Construction)

Septic tank permit

Zoning Permit (Town or County)

911 Address

If Water Front lot - FEMA Letter

Soil Erosion Approval if 1 acre or more disturbed

Copy of Plat of property showing structure location

Copy of Plans or Detailed Drawing to Scale & Elevation Plans

Contractor must sign building permit

Workers' Comp Affidavit

If any person commences any work on a building or service system before obtaining the necessary permit, he shall be subject to a penalty as established by the local governing body (G.S. 153A-354, 160A-414)

Before an inspection will be made a permit must be obtained and fees paid (GS-53A-3554, 160-A414)

Portable toilets must be on job site, assigned 911 address must be displayed temporarily prior to saw service being inspected.

Sub applications to be filled out, signed by the licensed sub contractor and returned to our office before a final will be issued

Final on septic tank permit to be received in our office before a final will be issued

911 address must be permanently displayed